

REPORTS INVENTORY						CONTROL NO.	
PREPARE IN DUPLICATE						DDS/OL/RECD-7	
1. TITLE OF REPORT (If a fill-in report include Form No.)						2. TYPE OF REPORT	
Capital Cost of Agency Real Property (REPMAN)						☒ STATISTICAL	
						☐ NARRATIVE	
						☐ MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		ADMIN. GENERAL	
1		LOGISTICS		SECURITY		OTHER (specify)	
		MEDICAL		2 FINANCE			
4. NO. OF COPIES PREPARED		5. FREQUENCY (weekly, monthly, quarterly, etc.)				6. DISTRIBUTION (No. of components not number of copies)	
12		Semiannual				1	
7. FORMAT (memorandum, form computer print-out, etc)		8. ADP PROCESSING				9. DIRECTIVE AUTHORITY REQUIRING REPORT	
Columnar Tabulation		☐ YES		IF YES GIVE ADP PROCESSING NO.		Established by Office of Finance	
		☒ NO					
10. PREPARING COMPONENT (include lowest level contributing information to report)				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
Records Unit of RECD				Input from Computerized Real Property Summaries, LSD, RECD, and GSA Form 65.			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS-8.1	4.31		24		103.44		2 206.88
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						206.88	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
Summary of number of structures and units and costs by components of domestic and foreign real property.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS	
						MAN-HOURS	DOLLARS
☒ RETAIN AS IS						STAT	
☐ CHANGE							
☐ DISCONTINUE							
16. DATE OF INVENTORY		Executive Officer, Real Estate and Construction Division, OL				18. EXTENSION	
9 October 1970							